

## **Park and Recreation Advisory Board**

### **Monthly Meeting Minutes – September 21, 2016**

- Present:** Betty Sonneveldt, Kelly Ivy, Marc Siegel and Jacob Chestnutt
- Excused:** Lester Whitmer, Lola Skolnik and Ken Blue
- Absent:** Michael Lee
- Staff:** Julie McHale
- Council Liaison:** Mayor Emmet Jordan unable to attend due to meeting conflict

Betty called the meeting to order at 7:37

1. A lengthy discussion took place on the topic of the 'updates' to the **Civic, Recognition and Contribution Group application** between those present at last night's meeting. Of the members present at the meeting, the following recommendations were suggested:
  - Use the new forms that staff has developed
  - All groups/applications come through the Recreation Director's office
  - Once the Recreation Director has vetted the applications, she will send her recorded comments, concerns, recommendation, etc. to the appropriate Board along with the completed applications AND a mandatory meeting will be held with all the groups
  - Using the new application and taking the recommendations (as appropriate) from the Advisory Boards the Recreation Director will develop a report and request the 'allotment of money' through the budget process
  - A line item for fundraising should be added to the application
  - IF the group does not agree with the staff and/or advisory groups recommendation, they may appeal to Council
  - Council will receive the pack of information regarding each group to include the scoring rubric, prior to their work-session with each of the Groups.
  - A formal appeal process needs to be created

Additional suggestions made by individual PRAB members on this same topic include:

- become more tech savvy and make the application easier to access/fill out
- should come up with a mobile app that allows groups to access the application
- The Advisory Boards throughout the City need to be filled before another committee is developed. Those making a decision on this funding should be made by a resident with experience and knowledge of the City's Recreation Department history; it should not be a random resident

2. Recreation Department updates given by Julie McHale

- 2016 Summer Camps were a huge success this year. Increased participation numbers as well led to increased revenue.
- Department has hired LMD Agency for Marketing and Communications audit which began in early September. The agency is making progress and is in the process of analyzing the Department's current methods of communication.
- Invited all of PRAB to the Aquatic and Fitness Center 25<sup>th</sup> Anniversary Celebration scheduled for October 1. In addition to the October 1 celebration, director spoke of the giveaways and the 1991 daily admission prices on the 28<sup>th</sup> of each month as part of the anniversary.
- Tentative timeline was given on the hiring of a new City Manager. Currently the hiring firm is hoping to have the recruiting brochure out and hopefully have a list of vetted candidates to give to Council by the end of October.
- Advisory Board dinner date was announced and members confirmed receiving invitation in the mail. Marc, Kelly, Betty and Jake all said they were not going to attend. Two of the members present asked if the City could please change the venue, food, menu or something 'new' to entice the members.
- Julie asked Kelly Ivy to give a summary of Labor Day. Kelly reported that the 2016 Labor Day Festival was one of the best yet. Not only did they have record ticket sales but they also started a sponsorship program to assist with the funding of the bands; they received approximately \$4,000 in funding. Members present at the meeting also spoke highly of having one of their own as part of the festival and thanked Kelly and Linda for bringing the Naval Sea Chanters to Greenbelt; everyone thoroughly enjoyed the group.

3. Meeting adjourned at 9:00am

*Respectfully submitted by Julie McHale*  
*10/04/2016*